



Hendry County Sheriff's Office Finance Division

Chapter 100 Finance

Eff. Date:
05/24/2019

Review Date:
05/24/2022

Revised Date:



Policy # FIN110.01

Subject: Mission Statement

I. PURPOSE: To establish guidelines for the financial management of the sheriff's office.

II. SCOPE: This order shall apply to all finance division members.

III. POLICY: It is the policy of the sheriff's office to effectively manage agency revenue, funds, and expenditures through the financial management function.

IV. PROCEDURE:

A. General:

1. The mission of the finance division is to provide financial accountability of the Hendry County Sheriff's Office for the citizens of Hendry County. Finance division members strive both individually and collectively to perform this mission, to ensure taxpayers funds are handled in the most efficient and effective manner. Sound financial responsibility ensures accountability to the public and focuses resources for efficiently achieving the goals of the Hendry County Sheriff's Office.
2. The sheriff has designated a finance director to oversee all aspects of financial management for the sheriff's office and to serve as the fiscal liaison with the county's finance staff and other external entities, as necessary.
3. The responsibilities of the finance division include, but are not limited to, financial accounting, reporting and analyzing, budgeting, treasury, internal & external audits, payroll, grant management, accounts payable, accounts receivable, fixed asset accounting, and procurement for all funds maintained by the sheriff's office.

Your electronic signature in Power DMS acknowledges you have read this policy and understand it.